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Lecturer and Senior Lecturer Policy 11/16/2009

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Approved by the Senate: 11/16/2009 (motion tabled)

Not Approved by the Senate:

Approved by the President:

Not Approved by the President:

Lecturer and Senior Lecturer Policy

11/16/2009

Submitted by: Sonya Huber for the Faculty Welfare Committee

11/4/2009

Motion:

To insert the following into the Faculty Handbook:

214.01 Lecturers

The appointment and promotion of Lecturers at Georgia Southern University are based upon the experience and academic background of the candidate as well as the instructional needs in the position. The designation applies to non-tenure track positions that carry out special instructional functions and that call for academic background similar to that of a faculty member with professorial rank. The position is governed by all provisions of the Board of Regents' Policy 8.3.8.1, including being capped at no more than 20% of the corps of instruction. The administration shall facilitate a reasonable distribution among schools and departments in usage of these positions across the university.

Additional duties may be assigned, including academic advising and working with tenure-track faculty in course and curriculum development. As described in Board of Regents' Policy Manual 3.2.1.1, lecturers are part of the corps of instruction, and as such, lecturers have access to grievance procedures which are defined in the Georgia Southern University Faculty Handbook, Section 220.02, as available to "all members of the faculty."

214.01.01 Appointments

An initial appointment to a Lecturer position is for a one-year period. Subsequently, renewal is on an annual basis. In no case will the service as lecturer or senior lecturer imply any claim upon tenure. However, as stated in Board of Regents Policy Manual 8.3.4.3: "Lecturers and senior lecturers who have served full-time for the entire previous academic year have the presumption of reappointment for the subsequent academic year unless notified in writing to the contrary as follows:

1. For lecturers with less than three (3) years of full-time service, institutions are encouraged to provide non-reappointment notice as early as possible, but no specific notice is required.
2. For lecturers with three (3) or more years but less than six (6) years of full-time service, institutions must provide non-reappointment notice at least thirty (30) calendar days prior to the institution's first day of classes in the semester.
3. For senior lecturers or lecturers with six (6) years or more of full-time service, institutions must provide non-reappointment notice at least one hundred and eighty (180) calendar days prior to the institution's first day of classes in the semester. Lecturers or Senior Lecturers who have served for six (6) or more years of full-time service at an institution and who have received timely notice of non-reappointment shall be entitled to a review of the decision in accordance with published procedures developed by the institution. The procedures must be approved by the Chancellor or his/her designee prior to implementation. Additional appeal procedures are contained in Section VIII of the Bylaws of the Board of Regents of the University System of Georgia." (Board of Regents Policy Manual 8.3.4.3)

214.01.02 Evaluations

Every lecturer and senior lecturer shall have an annual review conducted along the same schedule as individuals in the professorial ranks. Any additional requirements for departmental input or constitution of the review committee may be adopted by the

individual college and/or department in which they are appointed. For lecturers, annual performance reviews should show satisfactory achievement in teaching and achievement in one of the following areas: (1) service; (2) professional growth and development; (3). academic achievement. If the primary task of the lecturer is defined as teaching and the lecturer carries a full teaching load, the emphasis of the evaluation should be on teaching.

As stated in Board of Regents Policy Manual 8.3.8.1, reappointment of a lecturer who has completed six consecutive years of service to an institution will be permitted only if the reviews of the lecturer demonstrate exceptional teaching ability and extraordinary value to the institution. After the sixth year or promotion, a further major review will take place each five years. The intent of this review is to focus on continuing a mutually beneficial relationship between the institution and the individual, to provide development opportunities, and to recognize, reward, and enhance faculty performance. Following the structure for pre-tenure review in Section 212 of the Georgia Southern University Faculty Handbook, input for evaluating lecturers and senior lecturers at these points of major review will follow established college policies as specified in the required policy documents. The Departmental review committee shall be composed of at least 3 members, including both tenured faculty and senior lecturers, if any exist in the unit.

214.01.03 Promotion to Senior Lecturer

Lecturers who are reappointed after the fifth year review can be considered for promotion to senior lecturer, to begin in their seventh year of service. To be promoted to senior lecturer, annual performance reviews and other credible evidence are required to show satisfactory achievement in teaching and achievement in two of the following areas: (1) service; (2) professional growth and development; (3) academic achievement. In keeping with Board of Regents Policy, promotion to senior lecturer requires approval by the president. Reappointment procedures for senior lecturers follow the same reappointment procedures as those for lecturers

214.01.04 Appeal

The candidate for promotion or retention beyond the sixth year may appeal a negative decision, except in the case of programmatic changes or financial exigency. The appeal must be based on the perception of significant omissions or commissions in the review process, impermissible bias in the review, or procedural errors that precluded an objective, fair review. The appeal must be to the next level of review. The responsible administrator at the appeal level shall convene a committee to review the appeal and make a recommendation. If the decision on appeal is to support the promotion or retention, the review process shall continue through the remaining review levels as if the decision from which the appeal was filed had been positive. If the decision on appeal is against the applicant, a further appeal may be filed. The process of appeals may continue until a final decision by the President.

Rationale:

Lecturers and senior lecturers are permitted by the BOR and are currently employed throughout the University. However, there are currently no specific University policies in the Faculty Handbook regarding the status of Lecturers and Senior Lecturers and expectations for annual evaluations, reappointment or promotion to Senior Lecturer.

Response:

Motion Request submitted by Sonya Huber on behalf of Faculty Welfare Committee "Lecturer and Senior Lecturer Policy":

Sonya Huber (CLASS) moved that the policy be included in the faculty handbook. Pat Humphrey (COST) made a friendly amendment to modify the statement, beginning where it cites the BOR Policy Manual 8.3.4.3: "Lecturers and Senior Lecturers who have served full-time for the entire previous academic year have the presumption of re-appointment for the subsequent academic year unless notified in writing to the contrary preferably on the same schedule as tenure-track individuals, or at the latest as follows." This revision indicates a preference to use the tenure-track timeframe or at least use the BOR timeframe notifications. The friendly amendment was seconded. The amendment passed.

Clara Krug (CLASS) asked about 214.01.04—the appeal of promotion or retention decisions. “If they have access to the Grievance Procedures this is setting up a different procedure for them than for the rest of the faculty at Georgia Southern University.” Dr. Grube asked the Committee which resource persons were consulted on this motion before it came to the floor.

Sonya Huber (CLASS) said the committee started with the previous version of the document from the Senate. The committee consulted with Marc Cyr, Michael Moore and Pat Humphrey. The committee tried to get information to follow-up on the classifications from the BOR and looked at the BOR policies extensively. The committee also submitted a query to Georgia Southern’s Legal Affairs office and has not yet received a response.

Bruce Grube (President) suggested that Amy Heaston, the Provost, Lee Davis, the University’s attorney, and perhaps one or two other people be included in the discussion.

Clara Krug (CLASS) asked if the intention was to include lecturers in Faculty Grievance Procedures.

Sonya Huber (CLASS) said that the committee decided that since lecturers are included in the corps of instruction, they have the rights and resources available to those members of the corps of instruction. Lecturers thus have access to Grievance Procedures, which are defined in the Georgia Southern University Faculty Handbook Section 220.02. Considerable discussion followed on Faculty Grievance Procedures. Barry Balleck (CLASS) moved to table the motion, until the Senate could get further clarification on several points of discussion. Motion to table was seconded and passed.